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Department of Education  
Research and Evaluation  
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## MEMORANDUM

**TO:** Superintendents, Charter Holders, Principals, and Testing Coordinators  
**FROM:** Dr. Robert Franciosi, Deputy Associate Superintendent  
**DATE:** April 14, 2011  
**SUBJECT:** **IMPORTANT. Deadlines/Timetable for 2011 Test Results, Achievement Profiles, and Adequate Yearly Progress (AYP) Evaluations. (REF: RE11001-E)**

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This memo is to inform you of the timetable for the release of:

- Aggregate AIMS test scores;
- AZ LEARNS Achievement Profiles for schools;
- Adequate Yearly Progress (AYP) evaluations for schools, districts, and charter holders;

and to advise you of other important dates for this year's accountability season, including deadlines for appeals and applications for alternative schools status.

**Release of AZ LEARNS A-F evaluations for schools and local education agencies (LEAs).** Details regarding the calculation and release of the AZ LEARNS A-F evaluations will be released once the details are made final.

**Important reminders regarding release of AYP evaluations, AZ LEARNS profiles, and AIMS results.** Federal regulations require LEAs to provide parents whose children attend schools in Title I improvement notice of public school choice options at least 14 days before the start of the school year (34 CFR § 200.37(b)(4)(iv)). In order to allow LEAs to meet this requirement, preliminary and final AYP determinations will not be subject to an embargo on public release.

**Please note:** Aggregate AIMS results and preliminary and final AZ LEARNS determinations *remain embargoed* and are not to be shared with the public until public release by the Arizona Department of Education (ADE). This information may be shared with staff only on a need-to-know basis. Test score results for individual students may be shared with the students, parents, teachers, and other staff in order to make educational decisions related to specific students.

**Alternative school status.** As of the date of this memo, ADE will be accepting applications for alternative school status for the 2011 AZ LEARNS evaluations. The deadline for applications is given

below. For a description of the criteria a school needs to meet to be deemed an alternative school, and the method used to calculate an achievement profile for alternative schools, please refer to the AZ LEARNS Technical Manual available on the ADE web site at [http://www.ade.az.gov/azlearns/PriorFYDocuments\\_azl.asp](http://www.ade.az.gov/azlearns/PriorFYDocuments_azl.asp).

Schools wishing to apply for alternative school status must submit an application letter and supporting evidence to the ADE at [achieve@azed.gov](mailto:achieve@azed.gov). Supporting evidence should consist of documentation such as mission statements, charters, and public information indicating that it is the school's sole mission to serve students listed in the definition. The report card for a school applying for alternative status under AZ LEARNS must state that it is an alternative school in the "School Mission and Goals" section of the report card. Failure to do so may result in the school's application being denied. Schools already granted alternative status need not reapply. Schools may apply to have their alternative status revoked.

#### **Deadlines for the Submission of Information**

Following are the deadlines for the 2011 appeals process for AZ LEARNS and AYP. All deadlines are at 5 p.m. MST.

**Important Note:** In order to ensure that any data corrections are incorporated into the preliminary evaluations, all data corrections must be made by the "**Preliminary Date**" below. The last day any data corrections will be accepted is the "**Final Date**" below. Please avoid the last minute rush; make your data corrections as soon as possible!

Event	Opening Date	Closing Date
<b>Data correction/statistical appeals for graduation and dropout rates.</b> Please take the time to inspect your student information and ensure that program memberships, entry and exit dates, and withdrawal codes are correct and up-to-date. Corrections must be performed through SAIS.	<b>April 27, 2011</b>	<b>Preliminary Date: May 27, 2011</b>  <b>Final Date: June 30, 2011</b>
<b>Data correction/statistical appeals for enrollment counts and program membership.</b> This application provides rosters of students enrolled at the time of testing. Schools are responsible for testing students on these rosters. Please take the time to inspect the rosters and ensure that program memberships and entry and exit dates are correct and up-to-date. Corrections must be performed through SAIS.	<b>April 27, 2011</b>	<b>Preliminary Date: May 27, 2011</b>  <b>Final Date: June 30, 2011</b>

Event	Opening Date	Closing Date
<b>Submission of correct SAIS IDs for AIMS writing, reading, and mathematics.</b> Please examine the SAIS ID correction application on the Common Logon and correct any missing or erroneous SAIS IDs. Students with incorrect SAIS IDs cannot be matched to enrollment and, therefore, will not be counted as tested.	<b>April 27, 2011</b>	<b>Preliminary Date: May 27, 2011</b>  <b>Final Date: June 30, 2011</b>
<b>Submission of application for AZ LEARNS alternative schools status.</b> A school wishing to apply for alternative school status must submit an application letter and supporting evidence to the ADE by this date.	<b>NA</b>	<b>May 30, 2011</b>
<b>AYP substantive appeals.</b> A school/LEA wishing to appeal its AYP status based on adverse circumstances outside of its control must submit its appeal in during this time period.	<b>June 8, 2011</b>	<b>June 30, 2011</b>
<b>AZ LEARNS substantive appeals.</b> A school wishing to appeal its AZ LEARNS status based on adverse circumstances outside of its control must submit their appeal in during this time period.	<b>June 29, 2011</b>	<b>July 8, 2011</b>

**Release Dates**

The ADE will release information to schools, districts, and the public on the dates provided below.

<b>Embargoed release to districts/schools</b>		<b>Public release</b>	
AIMS, AIMS 3-8, and Stanford 10 scores available via the ADE Common Logon.	<b>June 29, 2011</b>	AIMS, AIMS 3-8, and Stanford 10 scores.	<b>July 13, 2011</b>
Preliminary AYP evaluations for all schools and districts.	<b>June 8, 2011</b>	Final AYP evaluations for all schools and districts.	<b>July 20, 2011</b>
Preliminary AZ LEARNS Achievement Profiles for all schools.	<b>June 29, 2011</b>	Final AZ LEARNS Achievement Profiles for all schools	<b>July 20, 2011</b>

I appreciate your attention to these upcoming calendar events as well as your ongoing cooperation. The ADE Research and Evaluation team will be providing you more detailed information, directions for completing applications, and reminders regarding each of the events outlined in this memo as the deadlines approach. Please be sure to share this information with appropriate district and school staff, as necessary.

If you have any questions regarding this information, please contact the ADE Research and Evaluation section at 602-542-5151 or email [achieve@azed.gov](mailto:achieve@azed.gov).